

STATEMENT OF WORK (SOW) ADDENDUM

Addendum No.: 1

Date of Addendum: July 6, 2012

Due Date, Time: July 12, 2012, 2:00p.m. CDT

Revised Date, Time: July 12, 2012, 2:00p.m. CDT

Agency: Public Safety, Bureau of Criminal Apprehension

Reference No.: T#: 902TS

Title: eCharging Project

SCOPE OF ADDENDUM

The followings are changes to the SOW:

Below are the questions and answers for the BCA June 28, 2012 posting on the MN.IT Website for Staff Augmentation Services for the project titled: eCharging.

- For each resource requested in the RFP, is the position new, or is it an existing one for which there is already an incumbent in place?
Testing - Existing position with an incumbent
Web Applications Specialist - .NET/ASP - Existing position with an incumbent
- Are they eligible to respond to this RFP?
 - Yes
- Is there a limit to the number of candidates that each vendor can submit for each open position?
 - Each vendor may submit up to 3 candidates for each open position
- Please clarify whether vendors need to be participating in all listed service categories for the following: (Testing, Web Applications Specialist - .NET/ASP)
 - No. Vendor only needs to be approved for the skill category they are presenting a candidate to be considered.
- For the Testing position – would you consider candidates with strong TFS (Team Foundation Server) in lieu of Visual Studio Test Manger 2010 experience?
 - Yes, however they will need to learn to use Visual Studio Test Manager 2010
- Is there an incumbent vendor?
 - These are a staff augmentation positions.
- Is it the intent of MnDPS to award all positions listed in the RFP to one vendor, or does MnDPS intend to make multiple awards to multiple vendors?
 - BCA is searching for the best fit for the listed positions. BCA may select various vendors to reach the best outcome for the project.

- Does MnDPS have a pre-determined/allocated budget (either hourly billing rate or total project cost) for these positions?
 - BCA, like other State Agencies, has a limited budget and searches for the best value in making selections for projects.
- Will the selected resource be working 100% on-site in the MnDPS office located at 1430 Maryland Ave East, St. Paul, MN 55106, throughout the life of the contract?
 - As stated on page 4 of the SOW, 'due to security reasons contractor's resources must perform duties at the BCA headquarters in St. Paul, Minnesota.' The above is the address of the BCA headquarters the resource would be working at during the contract.
- What is the anticipated utilization of the selected resources? Will they be working 40 hours per week for the life of the contract (excluding State holidays)?
 - The BCA anticipates utilizing vendor resources 40 hours per week excluding State holidays.
- Please confirm MnDPS will provide selected resources with work space, and all necessary hardware/software and laptop/desktop computers to perform the responsibilities outlined in the SOW.
 - BCA will have the necessary workspace and equipment for the resource to perform the duties of the position.
- What is the anticipated daily work schedule for all the selected vendor resources? 8AM – 5PM, Monday thru Friday?
 - The supervisor on site will coordinate the work schedule with the vendor resource. The hours must be scheduled during normal business hours of 7am – 5pm Monday – Friday. The project team hours will determine the hours needed to best serve the project needs.
- Will any of the selected vendor resources be required to perform off-hours, on-call support work?
 - No off-hours or on-call support is needed by these resources.
- Is there any expected travel needed of the selected vendor resources to perform the duties outlined in this SOW?
 - No travel is required.
- Will the MnDPS Project Manager be responsible for directing the selected vendor's resource work tasks/assignments?
 - BCA will direct the work task and assignments of the selected resource.

This addendum shall become part of the SOW and may be returned with, or acknowledged in, the response to the SOW.

- RESPONDER NAME:
- SIGNATURE:
- TITLE:
- DATE: